CHECK LIST
DOCUMENTS (DULY FILLED AND SIGNED ALONG WITH THEIR COMPANY'S SEAL) TO BE UPLOADED IN E-PORTAL

(UPLOAD THE PAPERS IN FOLLOWING ORDERS)

Technical Documents

(Tenderers are requested to fill and ensure the entry of their company's name, IFT No, Date, tender description and all details before uploading and submission of their bid in e-procurement portal)

NAME OF THE TENDERER: ……..

IFT NO: …….. DATE: ……..

Tender Description: Supply of ……

Sl. No.	Description of documents	Fill 'Yes' or 'No' or 'Not Applicable'
1	Profile of the Tenderer (Communication details and status tenderer)	
2	Check list	
3	Submission of EMD (Copy/ Details of Online payment or BG)	
4	Tender Form duly signed – Section VIII as per the format on Govt. stamp paper of Rs. 20/-	
5	Copy of the Certificate of Incorporation/ certificate obtained as per the Companies Act or any other relevant documents issued by GoI or any State Governments or union territory	
6	The statement of supplies has to be submitted by bidders as per prescribed format- STATEMENT 01-**pdf format with sealed and signed**	
7	The statement of supplies has to be submitted by bidders as per prescribed format- STATEMENT 01–**MS Excel in editable format**	
8	The statement of supplies has to be submitted by bidders as per prescribed format-STATEMENT 02-**pdf format with sealed and signed**	
9	The statement of supplies has to be submitted by bidders as per prescribed format- STATEMENT 02 –**MS Excel in editable format**	

10	The statement of supplies has to be submitted by bidders as per prescribed format- STATEMENT-03-**pdf format with sealed and signed**	
11	The statement of supplies has to be submitted by bidders as per prescribed format- STATEMENT -03- **MS Excel in editable format**	
12	The statement of supplies has to be submitted by bidders as per prescribed format- STATEMENT -04 -**pdf format with sealed and signed**	
13	The statement of supplies has to be submitted by bidders as per prescribed format- STATEMENT -04-**MS Excel in editable format**	
14	The statement of supplies has to be submitted by bidders as per prescribed format- STATEMENT -05 -**pdf format with sealed and signed**	
15	The statement of supplies has to be submitted by bidders as per prescribed format- STATEMENT -05-**MS Excel in editable format**	
16	Schedule of Requirement – Section V(b) with duly filled (Details of tendered items and format for tenderer's to furnish their production, supply capacity and lead time)	
17	Audited copy of Profit & Loss Statement duly certified by the Chartered Accountant and the authorized signatory of the company for three financial years (two financial years in case of MSE) as mentioned in Section-VII/ tender	
18	Audited copy of Balance Sheet duly certified by the Chartered Accountant and the authorized signatory of the company for three financial years (two financial years in case of MSE) as mentioned in Section-VII/ tender	
19	Section XV: Certification of Verification issued by the Chartered Accountant in the format prescribed	
20	Section XVI: Declaration I - Lowest Rate and Anti-Blacklisting declaration	
21	Section XVII: Declaration-II as per the format on Govt. stamp paper of Rs. 20/- (In case the manufacturers/ Principal firm will execute supplies through their Channel Partner/ Authorized Dealer/ Distributor etc.) if applicable	
22	Section XVIII: Declaration-III as per the format on Govt. stamp paper of Rs. 20/- (Compliance Certificate regarding restrictions on public procurements from bidders of countries which shares a Land Border with India	
23	Section XXIII: Undertaking on Firm's letter head regarding acceptance of conditions of minimum Guarantee kilometer, settlement of Warranty Claim, Prorata recovery, terms & conditions regarding Weight of Tyres etc.	

24	GST Registration Certificate	
25	PAN Card	
26	NSIC Certificate (to avail EMD exemption)	
27	Details of Industrial License/ Pollution Control Board, wherever required as per statutory regulations.	
28	Power of Attorney	
29	Adherence to Environment Management System	
30	Purchase order and Invoice copies for 09.00x20 Radial Tyre, Tube and Flaps	
31	Purchase order and Invoice copies for 10.00x20 Radial Tyre, Tube and Flaps	
32	Purchase order and Invoice copies for 295/80R, 22.5” Tubeless Tyre	
33	Purchase order and Invoice copies for 235/75R, 17.5” Tubeless Tyre	
34	Purchase order and Invoice copies for Tubeless Radial Tyre size 215-75R 15"	
35	Any other documents in support of Prequalification criteria and other Terms and conditions of tender.	

Signature of the Tenderer
Authorized Signatory,
Name.....
Designation.....
Seal.....

(The above documents duly filled (wherever applicable), sealed (bidder seal), signed and to be uploaded in e-procurement portal)